

Department of Executive Services Finance and Business Operations Division **Procurement and Contract Services Section** 206-684-1681 TTY Relay: 711

INVITATION TO BID

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Days, Net

DATE ADVERTISED: March 18, 20	04				
ITB ⁻	Γitle:	Transverse Treated (Gluand (Glu-Lam) Beams	Lam) Timber Deck	Ranel System	
ITB Num	ber:	IT12660-KAO			
Due D	ate:	April 1, 2004- 2:00 P.M.			
Buyer:		Kathleen O'Connor, kathleen.oconnor@metrokc.gov, 206-263-4274			
Furnish a Transverse Treated requested by authorized King the attached instructions, requ	County	Roads Services personnel	` ,		
GRAND	TOTA	L PRICE \$			
		Sealed Bids are hereby	solicited and will O l	NLY be received by:	
NO PRE-BID CONFERENCE		King Co	Exchange 8	nt Services Section Building, 8 th Floor 21 Second Avenue le, WA 98104-1598	
			Office Hours: 8	3:00 a.m 5:00 p.m. Monday - Friday	
BIDDERS MUST COMPLE	TE A	ND SIGN THE FORM	BELOW (TYPE	OR PRINT)	
Company Name					
Address			City / State / Postal Code		
Authorized Representative / Title	Sign	ature	Phone	Fax	
Company Contact / Title	Ema	il	Phone	Fax	
Delivery guaranteed: Yes No	Days	s after order:	Prompt Payment Discount Terms:		

This Invitation to Bid will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 2

SECTION 1 - BIDDING INSTRUCTIONS AND PURCHASE CONTRACT CONDITIONS

1-1 EXPLANATION TO OFFERORS

All questions and any explanation desired by an offeror regarding the meaning or interpretation of the solicitation, drawings, specifications, etc., must be requested in writing and directed to the named buyer not later than seven (7) days prior to the due date specified in the solicitation. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished to all prospective offerors as an amendment to the solicitation, if such information is necessary to offerors in submitting offers on the solicitation or if the lack of such information would be prejudicial to uninformed offerors.

1-2 SUBMISSION OF OFFERS

- A. The original and (1) copy of this entire solicitation document package shall be signed and submitted complete. Original shall be noted or stamped "original". Offerors shall use and complete this document for their response, are encouraged to use recycled paper in the preparation of additional documents submitted with this solicitation, and shall use both sides of paper sheets where practicable. Failure to return the entire solicitation document with offer will result in disqualification of the offeror
- B. Offers and modifications thereof shall be enclosed in sealed envelopes and addressed to the office specified in the solicitation. The offeror shall show the solicitation title and number, the due date specified in the solicitation for receipt, and the name and address of the offeror on the face of the envelope. Offerors are cautioned that failure to comply may result in non-acceptance of the offer.
- C. Telegraphic or electronic offers will not be considered. Modifications to offers already received may be made by telegram provided the actual telegram is received prior to the hour and date specified for the bid opening.
- D. Samples of items, when required, must be submitted within the time specified and, unless otherwise specified in the solicitation, will be submitted without expense to the County. If not destroyed by testing, samples will be returned at the offeror's request and expense unless otherwise specified.
- E. All offers submitted shall be firm offers for a minimum period of 60 days after the bid opening date unless otherwise stated in writing in the offer.

1-3 FAILURE TO SUBMIT OFFER

If the recipient of this solicitation does not wish to submit an offer for the goods or services requested, they may return it and/or a written notice stating whether they wish to continue to receive future solicitations for the type of supplies or services specified.

1-4 LATE OFFERS

Offers, modifications of offers, and withdrawal of offers received at the office designated in the solicitation after the exact hour and date specified for receipt will not be considered.

1-5 PREPARATION OF OFFERS

A. Offerors are expected to examine the drawings, specifications, delivery, schedules and all Instructions. Failure to do so will be at the offeror's risk.

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 3

B. All offers shall be considered to be in strict compliance with the bid invitation specifications and the successful offeror will be held responsible therefore unless any and all variations from the specifications are clearly described and sufficient supporting data is submitted with the bid to show their equivalency to the specifications.

- C. Each offeror shall furnish all information required by the solicitation. To be eligible for award the offeror must sign the solicitation and print or type their name in the space provided. Offers signed by an agent are to be accompanied by evidence of their authority unless such evidence has been previously furnished.
- D. Unit prices with extended totals for each item shall be listed and shall include all packing charges. Unit prices will be used as the basis for awards when an error in extending total amounts occurs.
- E. The prices quoted shall remain firm until all deliveries of goods and/or services are completed. Offers stating price in effect at the time of shipment will not be accepted.
- F. When indicated, King County will use prompt payment discount terms when evaluating offers, however, discounts terms of less the twenty (20) days will not be considered. The minimum acceptable payment terms without benefit of twenty (20) day discount shall be NET 30 days. List prompt payment discounts offered on page 1 of the solicitation.
- G. Taxes shall NOT be included in the bid prices. Applicable taxes will be added as a separate item. The offeror is cautioned that sales tax is a factor in evaluating the total cost to the County for awards.
- H. All deliveries shall be FOB destination unless otherwise specified by the County, or when specifically excepted by the offeror. All offerors of FOB origin shipments are cautioned that shipping costs are a factor in determining net costs to the County.
- I. Offeror must state a definite time for delivery of supplies or completion of performance of service unless otherwise specified in the solicitation.
- J. Time, if stated as a number of days, will include Saturdays, Sundays and holidays.
- K. Offerors are cautioned to note any requirement for certification of understanding shown in the solicitation. Offerors signing such certificates indicate understanding and agreement to comply with the specifications and will be held fully responsible.

1-6 MODIFICATION OR WITHDRAWAL OF OFFERS

Offers may be modified or withdrawn by mail or telegraphic notice received prior to the exact hour and date specified for receipt of offers. An offer also may be withdrawn in person by an offeror or authorized representative provided their identity is made known and they sign a receipt for the offers, but only if the withdrawal is made prior to the exact hour and date set for receipt of offers. All requests for modification or withdrawal of offers, whether personal, written, or telegraphic shall not reveal the amount of the original bid.

1-7 ACKNOWLEDGEMENT OF ADDENDA TO SOLICITATIONS

Receipt of an addendum to a solicitation by an offeror must be acknowledged by:

- A. signing and returning the addendum, or
- B. acknowledging receipt of all addenda as indicated by the solicitation

Such acknowledgement must be received prior to the hour and date specified for receipt of offers.

1-8 BID DEPOSIT

When specifically required by the solicitation, a bid deposit in the form of a surety bond, postal money order, cashier's check, or certified check shall be furnished by the offeror to the County payable to "King County Finance". The bid deposit of all unsuccessful offerors shall be returned after the contract is awarded.

1-9 GENERAL

- A. Offerors desiring to restrict offers to the basis of "Lots" or "All or None" must clearly indicate such restriction in writing in the offer.
- B. After award, the Buyer or authorized County representative shall have the option of rejecting or refusing delivery of any and all articles which are not in strict conformity with the requirements of the specification and the offer. All such rejected articles must be promptly removed and replaced by new articles (which shall be subject to approval) at the offeror's own expense.
- C. Offers are understood as containing a warranty that all articles are in strict conformity with the requirements of the specifications.
- D. On failure to furnish promptly any articles specified in the contract, of the quality specified, the County reserves the right to purchase same in the open market, or of declaring such contract void, and if a greater price than the contract price has to be paid for any articles by purchasing it in the open market, the difference will be charged to the Contractor.
- E. Electronic Commerce and Correspondence:

King County is committed to reducing costs and facilitating quicker communication to the community by using electronic means to convey information. As such, most Invitations to Bid and Requests for Proposal, as well as related exhibits, appendices, and issued addenda can be found on the King County Internet Web Site, located at

http://www.metrokc.gov/finance/procurement.
Please refer to the "RFPs, RFQs & ITBs / New / Goods/Services" portion of the site (note: some documents or portions thereof may not be posted on the site. Please note any special messages regarding a particular solicitation). This information is posted at the Web Site as a convenience to the public, and is not intended to replace the King County process of formally requesting bid documents and providing the County with contact information for the potential bidder. Each bidder bears the responsibility to confirm the completeness and accuracy of all documents pertaining to a given solicitation, including the receipt of all issued addenda.

If an offeror downloads a document from the Web Site and does not contact the Procurement Office to obtain a hard copy, the offeror *must* use the "Feedback" (Envelope) button at the bottom of the Web page to convey the offeror's company name, contact name, mailing address, and phone/fax number to the County. Please note which document/documents were downloaded.

After all offers have been opened in public, the County will post a listing of the offerors-submitting offers, or the name of a person to contact for bid results at the King County Internet site. Please refer to the "RFPs, RFQs & ITBs/ Awarded/ Goods/Services" portion of the site for a listing, as well as a notification of a final award.

1-10 SUBSTITUTIONS

When special brands, materials, design, style or size are named in the solicitation for any item, such specifications shall be construed to be shown solely for the purpose of indicating the standard of quality, performance or intended use. Where indicated in the solicitation, brands of equal quality, performance and use shall be considered, provided the offeror specifies the brand, model and submit

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 5

with their offer other data necessary for comparison. The County shall retain the sole right to accept or reject substitute offers.

1-11 TAXES

- A. King County requires that all awarded Contractors have a Department of the Treasury Internal Revenue Service Form W-9 on file with King County to accommodate payment. If your firm does not have this form on file, or if you wish to obtain a copy, you may download a copy from either the King County web site1, or directly from the Internal Revenue Department web site2, or you may request one from the contact address and phone number on the front page of this bid form.
- B. King County is required to pay Washington State Sales or Use Taxes for most goods and services.
- C. King County is exempt from Federal Excise and Transportation Taxes. Said exemption is made pursuant to Chapter 32 of the Internal Revenue Code and Registry No. A-1 02374. When requested, an exemption certificate will be furnished.

1-12 WARRANTY

On each item offered, the minimum acceptable warranty shall be that the Contractor will repair or replace all equipment or items which fail due to defective equipment and/or defects in material and workmanship at no cost to the County during the first year after acceptance by the County. The solicitation may require other specific warranty terms and details. All warranties shall indicate the following information.

- A. Exact period of warranty.
- B. Any special extended warranty offered.
- C. Name and address of local warranty service and service hour.
- D. Name and address of local parts supplier and delivery time.
- E. Any special hours emergency service offered.
- F. Availability of direct factory service and parts.
- G. A general statement of warranty policy

The Contractor shall submit copies of applicable warranties upon request by the County.

1-13 AWARD OF CONTRACT

- A. An award of contract shall be subject to all applicable Federal and State laws, King County Code, and, to King County Contracting Opportunities Program (refer to paragraph 1-24).
- B. The contract will be awarded to the responsible, responsive offeror submitting the lowest price to the County subject to King County's Small Economically Disadvantaged Business (SEDB) Opportunities Program as stated on Attachment "A".
- C. The County reserves the right to reject any or all offers and to waive informalities and minor irregularities in offers.
- D. The County may accept any individual item or group of items of any offer, unless the offeror qualifies their offer by specific limitations. (refer to paragraph 1-9.A).

The King County's web site is located at: http://www.metrokc.gov/finance/procurement/suppliers/forms.asp

The Internal Revenue Service web site is located at: http://www.irs.gov/

NAME OF OFFEROR:_	Bid No. IT12660-KAO
	Page 6

E. A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance shall be a binding contract without further action by either party.

F. On any County award or rejection, the decision of the County shall be final.

1-14 TERM PURCHASE AGREEMENTS

- A. Term purchase agreements, annual or blanket purchase orders may be issued by the County for goods/services for such periods as are indicated in the solicitation or agreement (contract). Such agreement periods *may* be less than but shall not exceed the specified time period.
- B. The quantities listed in the solicitation represent the County's estimated requirements during the contract period. The County will be neither obligated by nor restricted to the quantities indicated.
- C. Term purchase agreements for estimated quantity requirements are subject to the option of King County to purchase up to 25% of its requirements from other sources for experimental, test or evaluation purposes or if a lower responsible price is offered or if the vendor is unable to make deliveries in accordance with the requirements of the County.
- D. The prices quoted shall be the maximum allowed during the contract period unless the solicitation specifically provides for price escalation. Price reductions at the manufacturer's or distributor's level during the contract period shall be reflected by a reduction of the contract price retroactive to the effective date of the price reduction.

1-15 AFFIRMATIVE ACTION AND NON-DISCRIMINATION IN CONTRACTING

The offeror shall comply with the provisions of King County Code Chapters 12.16, 12.17, 12.18, and all applicable state and federal anti-discrimination laws, rules, regulations and requirements.

1-16 INSURANCE

When required under the terms of the solicitation, commercial general and auto liability, property damage, and fire insurance acceptable to the County in the amounts specified, shall be furnished by the offeror. All insurance policies shall be endorsed with the following declaration, "King County, its officers, employees, and agents are covered as additional insureds."

1-17 INVOICES

Two copies of invoice(s) shall be submitted, unless otherwise specified. Invoices shall contain the following information: The purchase order/contract number, item numbers, description of supplies or services, sizes, quantities, unit prices, extended totals, and discounts offered, if applicable. Bill to the "SHIP TO" address on the purchase order unless otherwise notified. DO NOT BILL TO OR FORWARD INVOICES TO THE PROCUREMENT SERVICES SECTION.

1-18 PAYMENTS

The Contractor shall submit properly certified invoices to King County. All payments will be remitted by mail. The provisions or monies due under this contract shall not be assignable. The County will take advantage of any prompt payment discount terms offered. Discount periods must be extended if the invoice is returned for credit or correction.

1-19 COOPERATIVE PURCHASING

The Washington State Interlocal Cooperative Act RCW 39.34 provides that other governmental agencies may purchase goods and services on this solicitation or contract in accordance with the terms and prices indicated therein if all parties are willing.

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 7

1-20 CONTINGENT FEE

The Contractor, subcontractor and each offeror certifies that:

- A. They have not employed or retained any company or person (other than a full-time bona fide employee working solely for the offeror) to solicit or receive this contract.
- B. They have not paid or agreed to pay any company or person (other than a full-time bona fide employee working solely for the offeror) any fee, commission, percentage or brokerage fee contingent upon or resulting from the award of this contract and agreed to furnish information relating to (A) or (B) above as requested by the County.
- C. They have not been asked or otherwise coerced, either expressly or impliedly, into contributing funds for any purpose as a condition to doing business with the County.

1-21 CANCELLATION

The County may cancel any purchase order/contract, or any part thereof by written notice at any time without penalty for its own convenience, for default of the Contractor, or, for non-appropriation of funds by the King County Council.

1-22 PROTEST PROCEDURE

King County has a process in place for receiving protests based upon either bids or contract awards. If you would like to receive or review a copy, please contact the Buyer named on the front page of this document or call Procurement Services at 206-684-1681.

1-23 ENVIRONMENTAL PURCHASING POLICY

Offerors able to supply products containing recycled and environmentally preferable materials that meet performance requirements are encouraged to offer them in bids and proposals.

The Offeror and Contractor shall use recycled paper for all printed and photocopied documents related to the submission of this solicitation and fulfillment of the contract and shall, whenever practicable, use both sides of the paper and ensure that the cover page of each document bears an imprint identifying it as recycled paper. (Reference: KCC 10.16 & King County Executive Policy CON 7-1-2).

1-24 KING COUNTY CONTRACTING OPPORTUNITIES PROGRAM FOR GOODS AND SERVICES

King County Contracting Opportunities Program is a public contracting assistance program that is being implemented on a one-year pilot basis. The purpose of the program is to maximize the participation of Small Economically Disadvantaged Businesses (SEDB) through the use of a five percent (5%) incentive factor in the award of King County competitively bid contracts for the purchase of goods and services. The program is open to all SEDB certified by King County's Business Development and Contract Compliance Office. To learn more about this program see "Attachment A" of this solicitation.

NAME OF OFFEROR:	Bid No. IT1266	0-KAO
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SECTION 2 - BIDDER QUALIFICATIONS, BID EVALUATION, AND AWARD

2-1 FINANCIAL RESOURCES AND AUDITING

If requested by the County, prior to the award of a contract, the successful offeror shall submit proof of adequate financial resources available to carry out the execution and completion of work required by this contract. This proof may include but shall not be limited to, audited financial statements such as balance sheets and statements of cash flow for each of the three (3) most recently completed fiscal years, documentation of an open line of credit or other arrangement with an established financial institution, certification of adequate financial resources provided by the successful offeror's principal financial officer or an independent accountant, or an onsite audit of the successful offeror's financial fitness to perform the contract, conducted by King County's Auditing Division.

King County reserves the right to audit the Contractor throughout the term of this contract to assure the Contractor's financial fitness to perform and compliance with all terms and conditions contained within this contract. King County shall be the sole judge in determining the Contractor's financial fitness in carrying out the terms of this contract.

2-2 QUALIFICATIONS

To be eligible for award, offerors shall be a bona fide franchised dealer or manufacturer of the system offered.

2-3 REFERENCES

List the names and addresses of four (4) customers, for whom the offeror has provided similar systems preferably in Washington State, for a period not less than one (1) year. Include dates, contact persons and telephone numbers. Should any reference submitted by an offeror be found unsatisfactory, King County, at its sole option, may reject that offeror's offer. King County shall be the sole judge in determining a satisfactory/unsatisfactory reference response. **References must be submitted with offer.**

Company Name	1.	 _ 2.	
Company Address		 _	
Company Phone		 _	
Contact Person		 _	
Dates		 _	
Company Name	3.	_ 4.	
Company Address		 _	
Company Phone		 _	
Contact Person		 _	
Dates		 _	

2-4 EVALUATION

Offers meeting all other requirements of this ITB will be evaluated based upon price.

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 9
of less the twenty (20) days will not be consider	terms in evaluation of this ITB, however, discounts terms ed. Minimum acceptable payment terms by King County be NET 30 days. State payment terms below and
%	DAYS, NET
The evaluation process will also include applica ITB that are certified and participating in King C	tion of a 5% incentive factor for firms responding to this ounty's Contracting Opportunities Program.

2-5 AWARD

Award will be made to the firm deemed lowest responsive, responsible offeror, based upon total cost to the County, after application of the 5% incentive, if eligible.

SECTION 3 - GENERAL CONTRACT REQUIREMENTS

3-1 AFFIRMATIVE ACTION REQUIREMENTS KING COUNTY CODE CHAPTER 12.16

King County Code 12.16 relates to non-discrimination in employment and requires vendors to submit work force data to be eligible for a purchase order or contract award. For a vendor/contractor to receive a purchase order or contract, personnel employment data *must* be provided on the King County Personnel Inventory Report (PIR) when the amount of business placed with the firm will exceed \$25,000 for the year. The code also requires submission of a notarized Affidavit and Certificate of Compliance when orders during any one-year period are expected to amount to \$25,000 or more. After the initial submission, a PIR is required to be updated and resubmitted once every two years in order for the form to remain valid with the County. The Affidavit remains valid as long as an updated PIR is submitted once every two years.

In order to be eligible for receipt of a purchase order for this work, offerors/proposers must have the above listed forms on file with the County. Forms are to be filed with the Procurement & Contracts Services Section. Please contact the King County Procurement & Contracts Services Section at (206) 684-1681, or the buyer listed in this document if you wish to receive a copy of these forms and/or have questions regarding their completion. Copies of the forms are also maintained at: http://www.metrokc.gov/finance/procurement/suppliers/forms.asp

3-2 NON-DISCRIMINATION IN CONTRACTING AND EMPLOYMENT

King County Code Chapter 12.17 and 12.18, which relates to non-discrimination in contracting and fair employment practices, are incorporated by reference as if fully set forth herein and such requirements apply to this contract. In accordance with K.C.C. 12.17 and 12.18, neither the Contractor nor any party subcontracting under the terms and conditions of the contract shall discriminate or engage in unfair contracting or employment practices.

3-3 DOMESTIC PARTNER BENEFITS (Non-Discrimination in Benefits)

King County's Domestic Partner Benefits (DPB) Ordinance 14823 prohibits the award of contracts valued at \$25,000.00 or more to firms that discriminate in the provision of employee benefits between employees with spouses, and employees with domestic partners. To be eligible for award, Contractors shall comply fully with the ordinance's provisions. Within five (5) days of notification of intent to award, and as a condition of the execution of a contract, the successful bidder/proposer shall provide to King County Procurement & Contract Services Section a completed DPB "Declaration" form. The DPB Ordinance and Declaration Form are available online at www.metrokc.gov/finance/procurement/forms.asp

3-4 DISABILITY ASSURANCE COMPLIANCE (504/ADA) (use for service contracts)

All King County contractors providing programs, services, or activities to the public shall comply with Section 504 of the Rehabilitation Act of 1973, As Amended, and the Americans with Disabilities Act of 1990 (ADA), which prohibits employment discrimination against qualified individuals with disabilities.

In accordance with King County code 4.16.060(D) the successful offeror shall complete and return all required 504/ADA Self-Evaluation and Assurance of Compliance forms prior to award of a contract. Copies of these forms are available from our website

<u>http://www.metrokc.gov/finance/procurement/documents/U 027 504 ADA Compliance.doc</u>, or by contacting the above named buyer.

3-5 SUPPORTED EMPLOYMENT PROGRAM

King County encourages the creation of supported employment programs for developmentally and/or severely disabled individuals. The County itself has such a program and is actively seeking to do business with those offerors that share this employment approach. If your firm has such a program, or intends to develop such a program during the life of this contract, please submit documentation supporting this claim with your bid/proposal/qualifications. If you have questions, or need additional information, please contact Ray Jensen, Community & Human Services, Developmental Disabilities Division, (206) 296-5268 or the County's Business Development and Contract Compliance Section at (206) 205-0700.

3-6 DESCRIPTIVE DATA AND SPECIFICATIONS

Submit complete descriptive data and specifications, including a statement of warranty, for the equipment offered.

3-7 NON-ASSIGNMENT

The Contractor may not assign any rights or delegate any duties under this contract without the County's prior written consent. Such consent must be in writing and received no less than sixty (60) days prior to the date of any proposed assignment and/or delegation.

3-8 INCORPORATION OF DOCUMENTS

The contract between the awarded offerer and King County shall include all documents mutually entered into, specifically including the contract document, the solicitation, and the Response to the solicitation. The contract must include, and be consistent with, the specifications and provisions stated in this solicitation.

3-9 SEVERABILITY

The invalidity or unenforceability of any provision of any resultant Contract shall not affect the other provisions hereof, and the Contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

3-10 INDEMNIFICATION AND HOLD HARMLESS

A. In providing services under this Contract, the Contractor is an independent contractor, and neither the Contractor nor its officers, agents or employees are employees of the County for any purpose. The Contractor shall be responsible for all federal and/or state tax, industrial insurance and Social Security liability that may result from the performance of and compensation for these services and shall make no claim of career service or civil service rights which may accrue to a County employee under state or local law.

The County assumes no responsibility for the payment of any compensation, wages, benefits, or taxes by or on behalf of the Contractor, its employees and/or others by reason of this Contract. The Contractor shall protect, indemnify, defend and save harmless the County and its officers, agents and employees from and against any and all claims, costs, and/or losses whatsoever occurring or resulting from (1) the Contractor's failure to pay any such compensation, wages, benefits or taxes; and/or (2) the supplying to the Contractor of work, services, materials, and/or supplies by Contractor employees or other suppliers in connection with or in support of the performance of this Contract.

B. The Contractor further agrees that it is financially responsible for and will repay the County all indicated amounts following an audit exception which occurs due to the negligence, intentional act and/or failure for any reason to comply with the terms of this Contract by the Contractor, its officers, employees, agents, and/or representatives. This duty to repay shall not be diminished or extinguished by the prior termination of the Contract pursuant to the Duration of Contract, or the Termination section.

- C. The Contractor shall protect, defend, indemnify, and save harmless the County, [and the State of Washington (when any funds for this Contract are provided by the State of Washington)], their officers, employees, and agents from any and all costs, fees (including attorney fees), claims, actions, lawsuits, judgments, awards of damages or liability of any kind, arising out of or in any way resulting from the negligent acts or omissions of the contractor, its officers, employees, subcontractors of any tier and/or agents. The Contractor agrees that its obligations under this paragraph extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees, subcontractors of any tier or agents.
 - In addition to injuries to persons and damage to property, the term "claims," for purposes of this paragraph C, shall include, but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape, or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, and/or otherwise results in unfair trade practice.
- D. For purposes of paragraphs A and C above, the Contractor, by mutual negotiation, hereby waives, as respects the County only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW.
- E. In the event the County incurs attorney fees and/or costs in the defense of claims within the scope of paragraph A and C above, such attorney fees and costs shall be recoverable from the Contractor. In addition King County shall be entitled to recover from the Contractor its attorney fees, and costs incurred to enforce the provisions of this section.
- F. The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.
- G. Nothing contained within this provision shall affect and/or alter the application of any other provision contained within this agreement.

3-11 TERMINATION

A. Termination for Convenience

The County for its convenience may terminate this contract, in whole or in part, at any time by written notice sent certified mail, return receipt requested, to the Successful Awardee. After receipt of a Notice of Termination, and except as directed by the contract administrator, the Successful Awardee shall immediately stop work as directed in the Notice, and comply with all other requirements in the Notice. The Successful Awardee shall be paid its costs, including necessary and reasonable contract close-out costs and profit on that portion of the work satisfactorily performed up to the date of termination as specified in the notice. The Successful Awardee shall promptly submit its request for the termination payment, together with detailed supporting documentation. If the Successful Awardee has any property in its possession belonging to the County, the Successful Awardee will account for the same and dispose of it in the manner the County directs.

B. Termination for Default

In addition to termination for convenience, if the Successful Awardee does not deliver supplies in accordance with the contract delivery schedule, or if the contract is for services and the Successful Awardee fails to perform in the manner called for in the contract, or if the Successful Awardee fails to comply with any other material provisions of the contract, the County may terminate this contract, in whole or in part, for default. Termination shall be effected by serving a Notice of Termination by certified mail (return receipt requested) on the Successful Awardee setting forth the manner in which the Successful Awardee is in default and the effective date of termination; provided that the Successful Awardee shall have ten (10) calendar days to cure the default. The Successful Awardee will only be paid for goods delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract less any damages to the County caused by such default.

The termination of this contract shall in no way relieve the Successful Awardee from any of its obligations under this contract nor limit the rights and remedies of the County hereunder in any manner.

C. <u>Termination for Non-Appropriation</u>

This contract may be canceled at the end of the then current fiscal period for non-appropriation of funds by the King County Council. Such cancellation shall be upon thirty (30) days written notice to the Successful Awardee. King County's fiscal period ends December 31 of each year. If the contract is terminated as provided in this subsection:

The County will be liable only for payment in accordance with the terms of this contract for services rendered prior to the effective date of termination; and

The Successful Awardee shall be released from any obligation to provide further services pursuant to the contract as are affected by the termination.

Funding under this contract beyond the current appropriation is conditional upon the appropriation by the County Council of sufficient funds to support the activities described in this contract. Should such an appropriation not be approved, the contract will terminate at the close of the current appropriation year.

NAME OF OFFEROR:	Bid No. IT12660-KAC
	Page 14

SECTION 4 - SPECIFIC CONTRACT TERMS AND CONDITIONS

4-1 DELIVERY

Delivery is required as soon as possible and not later than 6 – 8 weeks after verbal placement of an
order. Offerors shall state the number of days in which they will guarantee delivery after receipt of order.
Bid prices shall include delivery, FOB destination, to the following location.

Attn:			

4-2 FTA REQUIREMENTS

This solicitation shall be available for use by all King County Departments, Divisions and Agencies. If orders will be placed by the County's Transit Division, the Contractor will be required to sign and comply with the Federal Transit Administration's (FTA)'s required documentation.

4-3 INSURANCE REQUIREMENTS

By the date of execution of this Contract the ("Contractor") shall procure and maintain for the duration of this Contract insurance against claims for injuries to persons and/or damages to property which may arise from, or in connection with the performance of work hereunder by the contractor, its agents, representative, employees, and/or subcontractors. The cost of such insurance shall be paid by the Contractor.

The Contractor shall furnish proof of Commercial General Liability insurance in the amount of the least \$1,000,000 combined single limit, \$2,000,000 aggregate, with King County its officers, employees, and agents covered as additional insureds.

The Contractor shall furnish proof of Commercial Auto Liability insurance in the amount of at least \$1,000,000 combined single limit, with King County its officers, employees, and agents covered as additional insureds.

The Contractor shall furnish proof of Workers' Compensation: Statutory Requirements of the State of Residency.

4-4 LABOR HARMONY

The Contractor shall furnish, and shall require any and all of its subcontractors to furnish labor that works in harmony with all other elements of labor providing in any way goods or services relating to this Contract. Without limiting the generality of the foregoing, "labor harmony" shall include the provision of labor that will not cause, cause to be threatened, engage in, or give rise to, either directly or indirectly, any disruption, slowdowns, or stoppages to the work being performed pursuant to this Contract, or any violence or harm to any persons or property.

The requirement to provide labor harmony as contained above is a material element of the Contract. Failure by the Contractor, or any of its subcontractors, to comply with this requirement shall be deemed a material breach of the Contract and shall subject the Contractor to all rights and remedies the County may have at law or under the Contract, including, without limitation, the County's right to stop the work and/or terminate the Contract. The Contractor shall be liable for all damages occasioned by a breach of this Labor Harmony Clause.

4-5 WARRANTY

- A. The Contractor hereby warrants itself that for a period of one (1) year from the date of final acceptance, they will at their own expense and without cost to the County, replace all defective parts and make any repairs that may be required or made necessary by reason of defective design, material or workmanship.
- B. King County may avail itself of the offeror's standard warranty if more beneficial to the County.
- C. Warranty Condition: The offeror shall provide a clear and concise statement of the terms and conditions of warranty, including the period and extent of coverage for all defects in material, workmanship and design. The warranty shall be specified for all components of the equipment regardless of whether these components were built by the original equipment manufacturer or outside suppliers.
- D. Claims: The offeror shall provide a statement of his position concerning the "on the spot" settlement of warranty claims or disputes, and on the authorization of local representatives to act on the equipment manufacturer's behalf.

4-6 PREVAILING WAGES

The prevailing rate of wage to be paid to all workman, laborers or mechanics employed in the performance of any part of this contract shall be in accordance with the provisions of Chapter 39.12 RCW, as amended, and the rules and regulations of the Department of Labor and Industries. The rules and regulations of the Department of Labor and Industries and the schedule of the prevailing wage rates for the Industrial Statistician of the Department of Labor and Industries, are by reference made a part of this contract as though fully set forth herein.

SECTION 5 - TECHNICAL SPECIFICATIONS

5-1 GENERAL REQUIREMENTS

- A. Supply and deliver a transverse treated glued laminated (glu-lam) timber deck panel system for a bridge deck that is 29 feet 6 inches wide by 72 feet long. The wood species Douglas Fir grade L2 or engineer approved equivalent with a 5 1/8 inch finished thickness.
- B. Supply and deliver 14 treated glued laminated (glu-lam) timber beams 5 inches wide 18 inches deep and 14 feet 10 inches long. The wood species Douglas Fir grade 20F-V3 or engineer approved equivalent.
- C. Supply and deliver 14 treated glued laminated (glu-lam) timber beams 5 inches wide 18 inches deep and 15 feet 9 inches long. The wood species Douglas Fir grade 20F-V3 or engineer approved equivalent.
- D. Supply and deliver 14 treated glued laminated (glu-lam) timber beams 5 1/8 inches wide 30 inches deep and approximately 40 feet 3 inches long. The wood species Douglas Fir grade 20F-V3 or engineer approved equivalent.
- E. Supply and deliver 9 treated glued laminated (glu-lam) timber beams 12 1/4 inches wide 13 1/2 inches deep and approximately 29 feet long. The wood species Douglas Fir grade 20F-V3 or engineer approved equivalent.
 - 1. A priced invoice/packing slip shall accompany all deliveries

5-2 GLUED LAMINATED TIMBER

A. MATERIALS

The glued laminated timber shall conform to the American National Standard ANSI/AITC A-190.1, *Specification for Structural Glued Laminated Timber*. Structural glued laminated timber, as employed in ANSI/AITC A190.1, is an engineered, stress-rated product of a timber laminating plant, comprising assemblies of suitably selected and prepared wood laminations securely bonded together with wet-use adhesives. The grain of all laminations is approximately parallel longitudinally. The separate laminations may not exceed 2 inches in net thickness. The glued laminated timber shall be treated in conformance with the requirements of Section 5 "Preserved treatment of Wood".

B. GLUED LAMINATED DECK SPECIFICATIONS

- 1. The width of the glued laminated deck panel shall vary between 4 to 6 feet to balance manageability with efficiency. The contractor shall determine the width of the deck panels. The combined total widths shall be at least 72 feet.
- 2. A system shall be included to provide for load transfer between each glue-lam deck panel. One example would be using steel dowels. The load transfer system shall be supplied by the contractor.
- 3. Deck Panels shall have a roughened, irregular top surface suitable for the application of a waterproofing membrane and asphalt concrete pavement. Maximum amplitude difference of roughened surface is ¼ inch.
- 4. Since an overhang is required for the rail post attachment, the contractor shall work with King County to ensure that the rail post to deck panel connection brackets properly fit with

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 17

the panel system. The post brackets and associated hardware will be supplied by King County.

5-3 CERTIFICATION

A grading certificate shall accompany each order of timber and lumber. The certificate shall be issued either by the grading bureau whose stamp is shown on the material, or by the lumber mill, which must be under the supervision of one of the grading bureaus certified by the American Lumber Standards Committee. The certificate shall include the following:

- 1. Name of the mill performing the grading
- 2. The grading rules being used
- 3. Name of the person doing the grading with current certification
- 4. Signature of a responsible mill official
- 5. Date the lumber was graded at the mill
- 6. Grade, dimensions, and quality of the timber or lumber

5-4 INSPECTION

When the material is delivered to the project, the Engineer shall check the order for the appropriate grade stamp. The invoice and grading certificate accompanying the order shall be accurate and complete with the information listed above. The grading certificate and grade markings shall not constitute final acceptance of the material. The engineer may reject any or all of the timber or lumber that does not comply with the specifications, or has been damaged during shipping or upon delivery.

All glued laminated beams shall be marked **TOP** at both ends to indicate the proper orientation of the beam.

5-5 MEASUREMENT

The glued laminated beams and deck have the following approximate quantities of material:

5x18 glu-laminated beams 429 ft 5 1/8x30 glu-laminated beams 564 ft 5 1/8 glu-laminated deck 2124 ft^2

The quantities are listed for the convenience of the bidder in determining the volume of work involved and are not guaranteed to be accurate. The prospective bidders shall verify these quantities based upon section 5-1.

5-6 PAYMENT

Payment for glued laminated beams and deck shall be considered to be full compensation for all costs of furnishing of materials, preservative treatment, equipment, tools, delivery, and labor for the fabrication to complete all of the work in compliance with the specifications in a satisfactory manner.

PRESERVED TREATMENT OF WOOD

5-7 MATERIALS

Timber preservatives and treatment methods shall conform to AASHTO M 133. The glued laminated timber should be pressure treated with copper naphthenate. As specified by AASHTO M 133, the American Wood-Preservers Association (AWPA) standards shall govern the specification. These specifications include: storing and curing the timber and lumber, the wood preservatives, the preservative treatment process, documenting the results of the treatment, inspection, testing, and the identification of properly treated timber. All timber and lumber shall be treated in accordance with Section C-14 of the latest addition of the AWPA standards.

All cutting, boring, chamfering, routing, surfacing, and trimming shall be done prior to treating.

All charges shall consist of pieces of the same species that are similar in form, size, moisture content, and receptivity to treatment. The pieces in the charge shall be separated to ensure contact of treating medium with all surfaces. The method of deterring the retention of the preservatives shall be by assay.

- 1. All orders of treated timber and lumber will be accompanied by a Certificate of Treatment record. The Certificate of Treatment shall include the following information:
- 2. Name and location of the wood preserving company
- Customer Identification
- 4. Date of treatment and charge number
- 5. Type of chemical used and amount of retention
- 6. Treating process and identification of the specification used
- 7. Description of material that was treated
- 8. Signature of a responsible plant official

In addition to the Certificate of Treatment, all orders shall be accompanied by a Grading Certificate in accordance with Section 5 *Glued Laminated Timber Certification*. Such certification or approval for shipment tag shall not constitute final acceptance of the material. The engineer may reject any of all of the timber or lumber that does not comply with the specifications of has been damaged during prolonged storage, shipping, or upon delivery.

All timber and lumber shall be chemically treated using Best Management Practices (BMP's). The producer of the chemically treated products shall supply a written certification that the BMP's were utilized, including a description and appropriate documentation of the BMP's used. This information may be included on the Certificate of Treatment record.

5-8 BRANDING AND INSPECTION

Each piece of treated timber shall bear a legible brand, mark, or tag indication the name of the treater and the specification symbol of specification requirements to which the treatment conforms. Treated wood products bearing the quality mark of the American Wood Preservers Bureau (AWPB) will be acceptable.

Inspection of materials and preservative treatment shall be the responsibility of the supplier of treated wood products. Inspections shall be conducted in accordance with AASHTO Specification M 133 (AWPA Standards) by the treater or an independent commercial inspection agency approved by the American Wood Preservers Bureau (AWPA).

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 19

The inspection agency shall be engaged by the contractor directly or through his or her supplier. No direct compensation will be made of these inspection costs, it being understood that the costs of inspection are included in the contract bid prices for contract wood products.

5-9 CERTIFICATE OF COMPLIANCE

Whenever specified or requested by the engineer, a certificate of compliance with copies of the inspection reports attached shall be furnished to the Engineer with each shipment of material. Such certificates shall identify the type of preservative used and the quantity in pounds per cubic foot (assay method) and shall be signed by the treater or the qualified independent inspection agency.

5-10 MEASUREMENT AND PAYMENT

No separate measurement and payment will be made for preservative treatment; as such, work is a part of the work included in furnishing preservative treated materials.

5-11 SHOP DRAWINGS

Shop drawings shall be submitted no later than two weeks after the contract has been awarded.

5-12 DELIVERY

- 1. The glulam timber shall be delivered to the King County Maintenance Facility in Fall City, WA. The address is 4341 Preston-Fall City Road S.E., Fall City, Washington 98024.
- 2. Delivery costs shall be included in total bid price
- 3. Delivery time shall be May 28th, 2004
- 4. King County Bridge Maintenance crews will unload glulam timber products on site upon delivery.
- 5. Contractor is responsible for storing the glulam timber products until delivery.
- 6. Invoices should be sent to Brian Holloway, Project Manager, at 201 South Jackson Street, Mail Stop: KSC-TR-0242, Seattle, WA 98104

NAME OF OFFEROR:	Bid No. IT12660-KAC
	Page 20

SECTION 6 - PRICING

Bidder(s) shall provide the below pricing information to be considered responsive per the Specification as defined in Section 5. The low bid shall be the grand total price.

Bidders are cautioned not to alter the specification, pricing information section, and the terms and Conditions of this Invitation to Bid #IT12660-KAO. Any alteration may render a bid non-responsive.

PRICING INFORMATION		
Item No.	Description	Grand Total Price
1.	Supply and Deliver transverse Treated glued laminated (glu-lam) timber deck panel system and (Glu- Lam) beams	\$

NAME OF OFFEROR:	Bid No. IT12660-KAO
	Page 21

Domestic Partner Benefits Declaration Form



Department of Executive Services Finance and Business Operations Division **Procurement and Contract Services Section** Exchange Building, EXC-ES-0862 King County 821 Second Avenue, 8th Floor 206-684-1681 TTY Relay: 711

King County's Domestic Partner Benefits (DPB) Ordinance prohibits County contractors from discrimination in the provision of employee benefits between employees with spouses and employees with domestic partners. "Employee benefits" are defined as the provision of bereavement leave; disability, life and other types of insurance; family medical leave; health benefits; membership discounts; moving expenses; pension and retirement benefits; travel benefits; and other benefits given to employees, but excludes benefits to the extent that the application of the ordinance may be preempted by federal or state law.

The Domestic Partner Benefits Ordinance is available online at www.metrokc.gov/finance/procurement/forms.asp.

This form must be completed, signed and returned to the address listed above within five (5) business days of notification of King County's intent to award a contract.

Signature		Authorized Re	presentative / Title	
E-mail Ad	dress	Phone	Fax	
Street Address		City	/ State / Postal Code	
Company	Name			
	Registered under the City of Seattle CH.20.45).	e's "Equal Benefits C	ompliance" Code (SMC	
	Has no employees.			
	Does not make benefits available to the spouses or the domestic partners of its employees.			
	Makes benefits available on an equal basis to its employees with spouses and its employees with domestic partners.			
Check all t	that apply:			



ATTACHMENT A INVITATION TO BID IT12660-KAO KING COUNTY CONTRACTING OPPORTUNITIES PROGRAM FOR GOODS AND SERVICES CONTRACTS

The King County Contracting Opportunities Program is a public contracting assistance program that is being implemented on a one-year pilot basis. The purpose of the Program is to maximize the participation of Small Economically Disadvantaged Businesses through the use of a five percent (5%) incentive factor in the award of King County contracts for the purchase of goods and services.

A "Small Economically Disadvantaged Business" (SEDB) means that a business and the person or persons who own and control it are in a financial condition which puts the business at a substantial disadvantage in attempting to compete for public contracts. The relevant financial condition for eligibility under the Program is based on a dollar ceiling for standard business classifications that is set at fifty percent (50%) of the Federal Small Business Administration (SBA) and Owners' Personal Net Worth less than \$750K dollars.

A "Certified Firm" means a business that has applied for participation in King County's Contracting Opportunities Program, and has been certified as an SEDB by the King County Business Development and Contract Compliance (BDCC) office. Information about becoming a Certified Firm, as well as a list of Certified Firms, may be obtained by contacting the BDCC office at (206) 205-0700.

Application of the 5% Incentive Factor and Contract Award:

- 1. This contract will be awarded to the lowest responsive, responsible bidder; <u>provided</u>, however, that if the bid price of a responsive, responsible SEDB is within five percent (5%) of the bid price of the lowest responsive, responsible bidder, and that bidder is not a SEDB, then the contract shall be awarded to the low SEDB bidder.
- 2. All certified SEDB bidders must complete the information in the section for <u>Bidder Identification</u> as described in the front page of this Invitation To Bid and the certification information below.

3. () Check if firm submitting Bid is a Small Economically Disadvantaged Business Enterpris certified by King County that will perform the entire contract unassisted.		
Ī	Name of SEDB Business	SEDB Certification Number

Contact Person Name and Phone Number

H\\proc\comm\kanciani\misc\SEDB ITB Contracting Ops

Owner Signature

BID OPENING LABEL

Complete the form below (or a reasonable facsimile thereof) and affix to the exterior lower left hand corner of the submission package.

